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*Meetings 1*

16 May 1968

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MEMORANDUM FOR THE RECORD

SUBJECT : Operations School Briefing, Office of Training

PRESENT: Messrs Bannerman, [redacted]

and

Richardson, OTR

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1. [redacted] began by outlining the organization of the Operations School (see attachment). He noted the change since last year, with the library replacing the Training Systems Staff to meet the need for specialized tradecraft collection.

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2. The Headquarters School supports the Operations School at [redacted]. He emphasized that teaching at both locations is consistent, each to the other.

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3. Most personnel are CS careerists, reflecting an increase of CS types in recent years. Increases were noted in quality and realism. The rotation principle is working well with evidence of satisfaction on the part of departing instructors with their tours in OTR. Mr. Richardson noted the recent absence of complaints from the DD/P.

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4. [redacted] then described the Headquarters Training Branch. They now give 18 courses in Headquarters operations training in addition to special courses. Instructors also give lectures in other courses and schools. Changes in the past year were made in Covert Action courses as a result of disclosures about youth and student activities and others. The courses seem to be reaching a more senior group than previously was the case. [redacted] stressed the importance of the CS Division Chief's attitude toward training, and [redacted] described specific training being given students bound for behind-the-curtain locations. Attached is a listing of the courses being run and the organizational distribution of students.

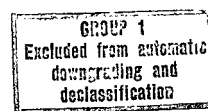
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*\* of instruction.*

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5. A marked increase in records training reflects the efforts of Office records officers, also evidenced by an increase in awareness of the importance of these records. New courses were outlined, and efforts to increase training on relationships of officers with agents were described. Primary problems include shortness of space and facilities. Mr. Bannerman commented upon the space situation.

6. [ ] briefly described the Covert Training Branch. An over-subscription to the [ ] course was offset by a special Headquarters course for TSD. Another important project involves a tradecraft training kit for overseas training officers. It will include recommended films and guidance material. In addition, they have provided considerable training [ ]

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[ ] He reported on the amount of operational use made of training officers assigned on TDY duty. He also provided a page of statistics for calendar year 1967.

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7. It was noted that an increase of student load [ ] had occurred. Most courses are over-subscribed.

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DSPA/DDS

Atts: Ops School Organizational Chart  
Ops School Course Statistics, FY 67  
Ops School Student Statistics, FY 67

Distribution:

Orig - DD/S Subject w/atts  
1 - DD/S Chrono  
1 - SPA Chrono w/atts

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